



Office of Charitable Gaming  
P.O. Box 98502, Baton Rouge, LA 70884  
(225) 925-1835 or (800) 562-9235 FAX (225) 925-7069

## Video Gaming Device Permit

**\*\*Please complete an application for each device\*\***

**Submit with every new or renewal application:**

1. A copy of the lease agreement with the Organization.
2. **Non-refundable \$600 permit fee.** Make check payable to Office of Charitable Gaming. In lieu of the entire annual payment, submit \$50 for the first month(s) and \$50 by the 15<sup>th</sup> of each month thereafter.

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**New Permit**

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**Renewal Permit**

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**Modify Permit**

Please type or print all information.

Distributor				Distributor License Number	
Physical Address (Street, City, State, Zip Code)				Distributor's Phone Number	
Contact Person				Contact's Phone Number	
Device Make	Device Model	Device Serial Number	EVM Permit Number (if applicable)	Effective Date	
Current Location of Device		Current Address		Current Location License Number	
Request to Move Device to:		New Location Address		New Location License Number	
Authorized Representative (Print)		Signature of Authorized Representative		Date	Daytime Phone Number

Provide the name and license number of each organization leasing this device. You may use an attached list if necessary.

Organization	License Number

Do not write below this line. For office use only.			
Permit Number	Check Number	Amount	Receipt
Signature of personnel authorized to approve transportation of device			Date